

PART I

<u>INST</u>	<u>DATE</u>	<u>CODE</u>	<u>CHECKLIST OF EFFECTIVE STAFF (COMOMAG) INSTRUCTIONS</u>	<u>DISTRIBUTION</u>
1050.1F	13 APR 98	N11	LEAVE, LIBERTY AND SICK IN QUARTERS POLICY AND PROCEDURES	Lists I, II (Case A)
1100.1	23 OCT 98	CMC	COMMAND RECALL	List I
1133.1E	28 JAN 00	01	MOMAG RETENTION PROGRAM	Lists I, II III (Case A)
1221.1J	23 MAY 00	N311	RECERTIFICATION PROGRAM FOR PERSONNEL ASSIGNED NEC 1205	Lists I, II (Case A&B)
1326.1L	18 JAN 00	N11	COMMAND CHECK-IN/OUT PROCEDURES AND INDOCTRINATION OF NEWLY REPORTING PERSONNEL	List I
1336.1D*	6 JUN 98	01	GUIDELINES FOR THE ROUTING OF SPECIAL REQUEST CHITS/LEAVE REQUESTS	List I
1500.1K	20 JAN 00	N7	MINIMUM STANDARDS FOR MILITARY TRAINING AND REQUIREMENTS	Lists I, II
1510.1	24 MAR 97	CCC	PROFESSIONAL DEVELOPMENT BOARD (PRD)	List I
1514.1	15 DEC 99	N7	COMMAND JOB QUALIFICATION REQUIREMENT (JQR) PROGRAM	LIST II

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Enclosure (1)

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1520.1E*	15 SEP 99	N1	FORMAL TRAINING COURSE FOR CO'S/OIC'S	Lists I, II
1600.1N	19 JUN 00	CMC	SAILOR OF THE QUARTER (SOQ)/SAILOR OF THE YEAR (SOY) PROGRAM	Lists I, II (Case A)
1601.1Q	16 JAN 02	SWO	STAFF WATCH ORGANIZATION AND DUTIES	Lists I
1620.1L	13 FEB 98	00	RESTRICTED PERSONNEL	List I
1710.1C	1 JUL 98	N1	COMMAND WELFARE AND RECREATION	List I
1750.1J	25 OCT 00	CMC	COMMAND SPONSOR PROGRAM	List I
1770.1G	12 FEB 96	N1	POLICY CONCERNING PERSONNEL DEATH OR SERIOUS INJURY	Lists I, II (Case A)
2280.1B	25 NOV 96	N6	SECURE TELEPHONE UNIT (STU) III AND SECURE FAX OPERATION AND MANAGEMENT PROCEDURES	List I, II (Case A)
2300.1E	31 OCT 00	N6	MESSAGE RELEASING GUIDANCE/MINIMIZE PROCEDURES	List I
2305.1C	4 DEC 98	N4	POLICY AND PROCEDURES CONCERNING LONG DISTANCE TELEPHONE USAGE	Lists I, II (Case A)
3060.1G	25 JAN 02	N7	NR MOMAG UNIT TRAINING, ADMINISTRATION AND AUGMENTATION	Lists I, II, III COMNAVSURFRESFOR (Program 2 Manager)

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3100.1G	30 APR 97	N4	COMMAND FIRE PROTECTION PROGRAM WARDEN	List I
3100.4M	23 JUN 00	N3	QUARTERLY CONDITION/PERSONNEL REPORT	List II (Case A)
3120.1A	8 NOV 99	00	COMMANDER'S STANDING ORDERS	List II
3141.1F	10 MAY 99	N1	HURRICANE BILL	List I
3301.1	16 JAN 02	N1/5	EMERGENCY ACTION PLAN (EAP) FOR COMOMAG	List
4000.1N	16 FEB 99	N4	MOBILE MINE ASSEMBLY GROUP SUPPLY	Lists I, II, III (Case B)
CH-1	14 JUL 99		PROCEDURES	
4050.1B	19 OCT 98	N4	APPOINTMENT OF PERSONAL EFFECTS INVENTORY BOARD	List I
4200.1	14 FEB 02	N4	INTERNAL OPERATING PROCEDURES FOR USE OF THE GOVERNMENT PURCHASE CARD PROGRAM	List I
4355.1S	1 MAY 00	N3	CALIBRATION AND CONTROL OF MINE TEST, MEASURE AND DIAGNOSTIC EQUIPMENT (TMDE)	Lists I, II
4400.1D	7 JAN 99	N4	MATERIAL AND SERVICE SUPPLY PROCEDURES FOR COMOMAG STAFF	List I
4850.1B	28 JAN 97	N33	STANDARD PROCEDURES FOR INITIATING AND	Lists I, II
CH-1	14 JAN 00		PROCESSING WORK ORDERS	

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4855.1G	11 JUN 98	N3	QUALITY ASSURANCE (QA) PROCEDURES	Lists I, II, III
5040.1M	1 MAR 01	N1	MOBILE MINE ASSEMBLY GROUP SELF	LISTS I, II, III
CH-1	9 JUL 00		ASSESSMENT AND QUALITY REVIEW PROGRAM (QR)	
5040.15A	27 FEB 01	N3	MOBILE MINE ASSEMBLY GROUP (MOMAG) MINE WARFARE READINESS CERTIFICATION (MRCI) PROGRAM	LISTS I, II
5090.1B	14 MAR 96	N4	HAZARDOUS WASTE MANAGEMENT AND MINIMIZATION PLAN	Lists I, II
5100.1F	7 JAN 00	N31	COMMAND SAFETY AND OCCUPATIONAL HEALTH PROGRAM	Lists I, II, III
5200.1	14 JUN 96	N4	MANAGEMENT CONTROL PROGRAM	List I, II
5200.2K	18 OCT 00	00	AUTHORITY FOR SIGNING OFFICIAL CORRESPONDENCE "BY DIRECTION" OR AS "ACTING" COMMANDER	List I
5213.1E	24 AUG 00	N11A	COMOMAG FORMS MANAGEMENT PROGRAM	Lists I, II, III
5213.4E	10 OCT 96	N11	CONSOLIDATED LIST OF RECURRING REPORTS	Lists I, II (Case A)
5214.1B	8 MAR 96	01	TRIP REPORTS	Lists I, II (Case A)

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5216.1S	18 OCT 00	N1	COMOMAG MAIL DISTRIBUTION LIST	Lists I, II, III
5230.1C	1 NOV 94	N6	UTILIZATION OF AUTOMATED INFORMATION	List II (Case A),
CH-1	26 JAN 95		SYSTEMS (AIS)	CMWC (N6)
CH-2	21 MAR 95			
5239.1C	23 JUN 00	N6	ACTIVITY AUTOMATED INFORMATION SYSTEM SECURITY PLAN (AAISSP)	List I CMWC (N62)
5239.2B	23 JUN 00	N6	AUTOMATED INFORMATION SYSTEM (AIS) CONTINGENCY PLAN	Lists I, II(Case A) CMWC (N6)
5350.1G	10 JUL 01	DAPA	SUBSTANCE ABUSE PREVENTION AND CONTROL	Lists I, II(Case A)
5400.1H*	28 FEB 97	00	COMMANDER, MOBILE MINE ASSEMBLY GROUP ORGANIZATION MANUAL	List I
5402.1F	19 JAN 99	N3	COMMANDING OFFICER/OFFICER IN CHARGE RELIEVING PROCEDURES	Lists I, II(Case A)
5450.1	30 SEP 99	N3	MOBILE MINE ASSEMBLY GROUP (MOMAG) MISSION AND FUNCTIONS	CMWCINST 5216.2B Lists A1, A2
5510.1J	17 APR 00	N1	COMMAND INFORMATION AND PERSONNEL SECURITY PROGRAM	List I

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5530.2C	30 MAR 99	N7	PHYSICAL SECURITY PLAN, COMMANDER, MOBILE MINE ASSEMBLY GROUP	List I, CMWC
5811.1E	15 DEC 97	N1	DUTIES OF PRELIMINARY INQUIRY OFFICERS AND ADMINISTRATIVE FACT-FINDING BODIES	Lists I, II (Case A)
6110.4E	20 JAN 98	N4	COMMANDER, MOBILE MINE ASSEMBLY GROUP PHYSICAL READINESS PROGRAM (PRP)	List I
8020.4M CH-1 CH-2	30 MAY 00 14 JUN 94 13 MAR 98	N3	EXPLOSIVE MATERIAL HANDLING QUALIFICATION AND CERTIFICATION (QUAL/CERT) PROGRAM	Lists I, II, III
8023.11	21 MAY 98	N3	STANDARD PRODUCTION AND PROCESSING PROCEDURES FOR MINES	Lists I, II, (Case B)
8550.4J	11 JUL 94	N311	SERVICE MINE MAINTENANCE WORKLOAD SCHEDULE	Lists I, II, III (Case B)
8550.13L	22 JAN 97	N3	GUIDANCE ON MINE BILL OF MATERIAL (MBOM) INITIAL OUTFITTING LISTS (IOL) AND CHANGE REQUESTS	Lists I, II, III NAVSEA (6323), NWHE Earle (Code 806) NSWC CSS (270/270F)
8550.16C	23 JUN 00	N32	MINE WARFARE EXERCISE AND TRAINING (ET) EXERCISE AND TRAINING (ET) PROGRAM MANAGEMENT	Lists I, II, III

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10124.1	7 JUL 92	N4	ISSUE, CONTROL AND RETURN OF ORGANIZATIONAL ISSUE MATERIAL	List I
11014.1K	19 OCT 98	CMC	MATERIAL ZONE INSPECTIONS	List I
11240.1C	20 SEP 96	N4	USE OF GOVERNMENT OWNED OR LEASED MOTOR TRANSPORTATION	List II (Case A)

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